

Q&A City of Austin Gift Policy

What is the City's gift policy?

Under the City's policy on gifts, a city employee or official may not:

- Accept or solicit any gift or favor that might reasonably tend to influence the city employee or official in the discharge of official duties.
- Accept or solicit any gift or favor that the city employee or official should know has been offered with the intent to **influence** your official conduct.
- Accept or solicit any gift or favor that the city employee or official should know has been offered with the intent to **reward** your official conduct.

Where can I find the gift policy?

The gift policy is part of the City Code and City Personnel Policies. For gifts, see City Code Section 2-7-62(G) *Standards of Conduct*.

Does the city gift policy have a dollar limit?

There is no dollar amount associated with the City's gift policy. People sometimes confuse the City's policy with the state law on gifts to public servants, which has a number of exceptions. The City's policy is stricter.

Are promotional items from vendors considered gifts?

Employees attending trade shows or similar events may accept promotional trinkets of negligible values such as inexpensive pens and key chains; these items are generally offered to everyone who attends and not targeted at City employees. However, an item of value from a vendor, such as a meal, is prohibited by the gift policy.

What is an honorarium and can a city employee take it?

An honorarium is a payment for a service (like making a speech or presentation). Employees asked to represent the City at speaking engagements may not accept money for their services.